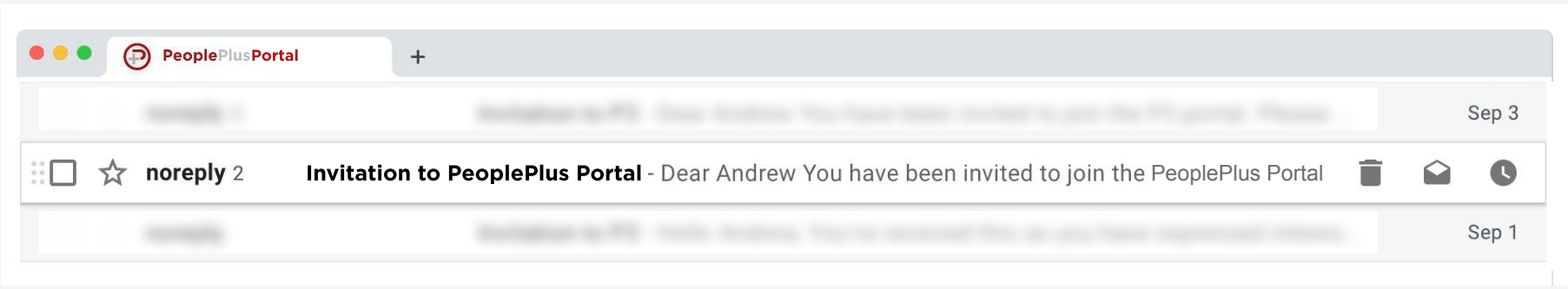
Welcome to PeoplePlus Portal

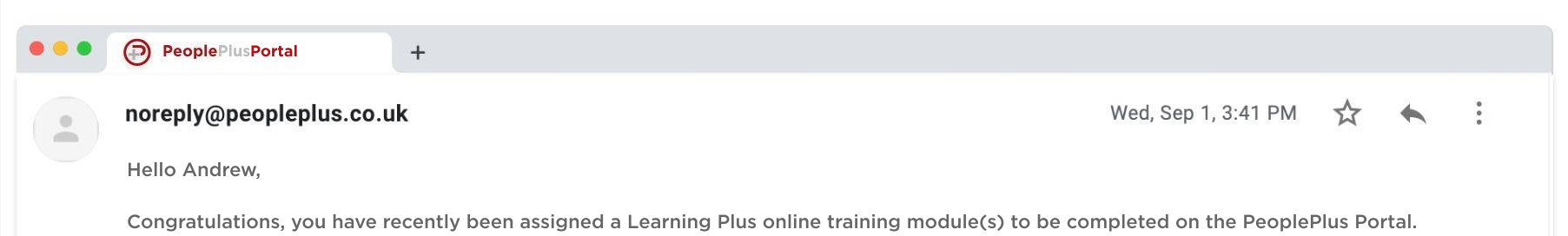
Simple guide signing up and using the PeoplePlus Portal.

1. You will receive an invitation to the PeoplePlus Portal

Upon submitting an interest for a PeoplePlus programme, you will be invited initially to sign up to the PeoplePlus Portal where your further actions and communications will be available from.

The email to invite you to the Peopleplus portal will look like this:





Please **click here** which will take you directly to the sign in page, please have **this guide** open to support you with your initial sign in.

If have any queries about the above, please email support@learningplus.co.uk

Good luck with your training!
The Learning Plus Team

Click on the link, and this will redirect you to the People Plus portal sign up page.

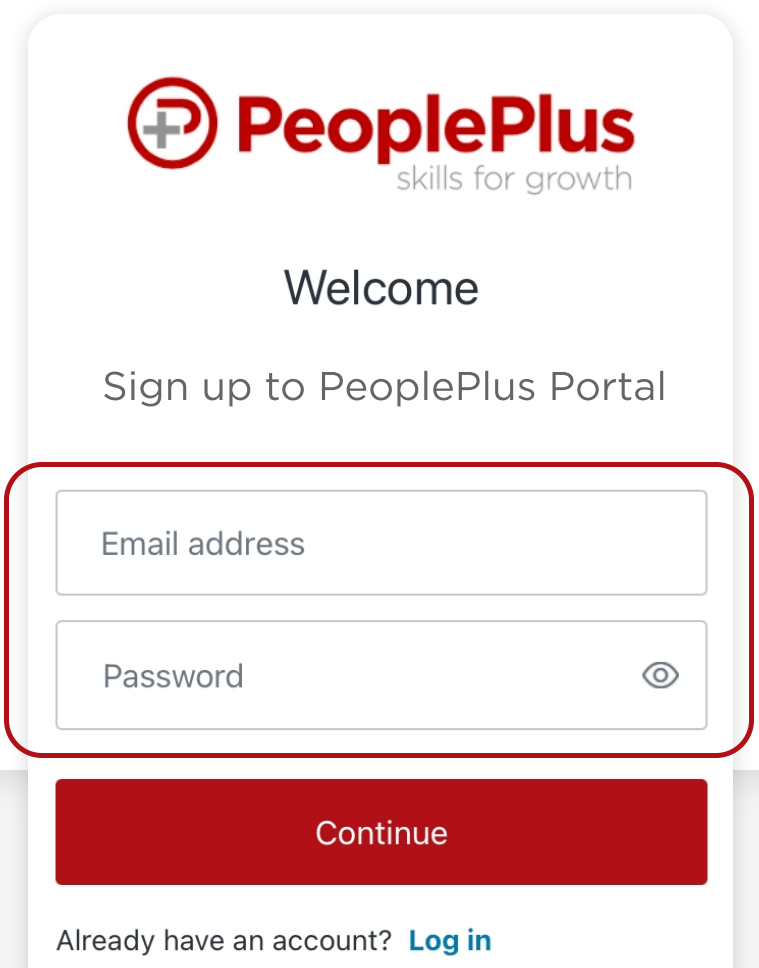
Click here to open the guide and access the full PeoplePlus Portal documentation.

If have any queries about the above, please email support@learningplus.co.uk

2. **Sign up** for the PeoplePlus Portal

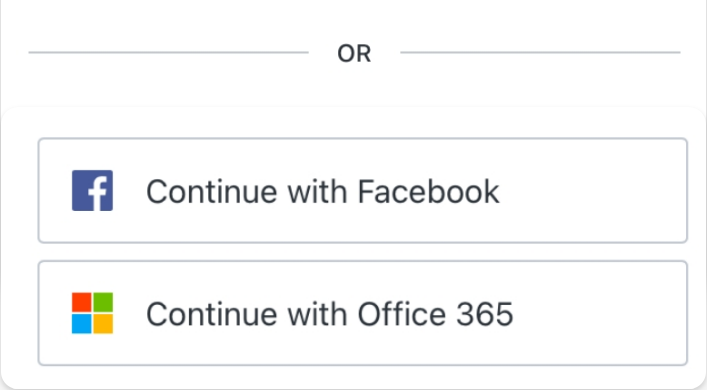
Signup with an email account

The email address is fixed and will be your permanent username. Please ensure that you have access to the email account to manage your account.



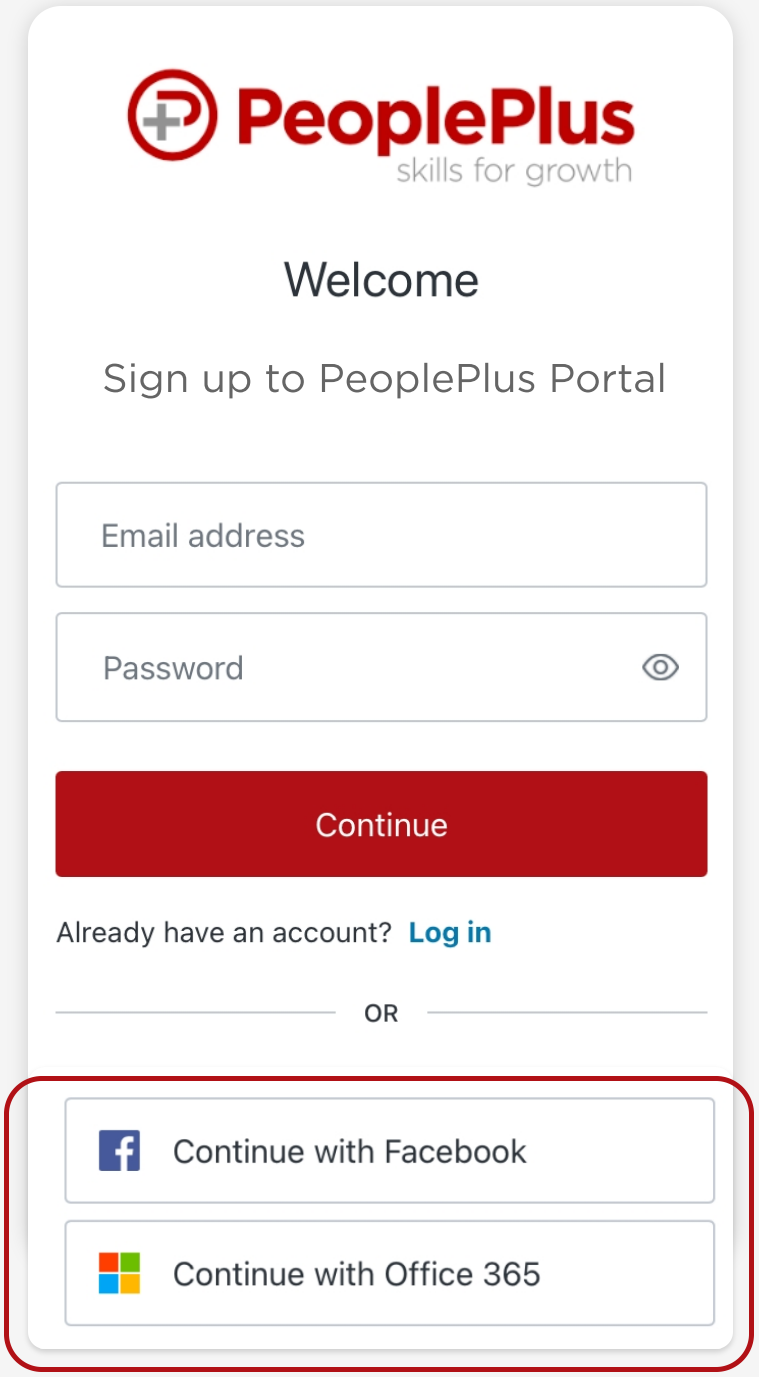
1. Enter the email address that has been used to send you the PeoplePlus Portal invite.

2. Enter a new password. The password requirements are:



•At least 8 characters,
And at least 3 of the following:
•Lower case letters (a-z)
•Upper case letters (A-Z)
•Numbers (0-9)
•Special characters (ex. !@#$%^&*)

Signup with an social media or email platform



1. Choose a preferred social media or email platform.

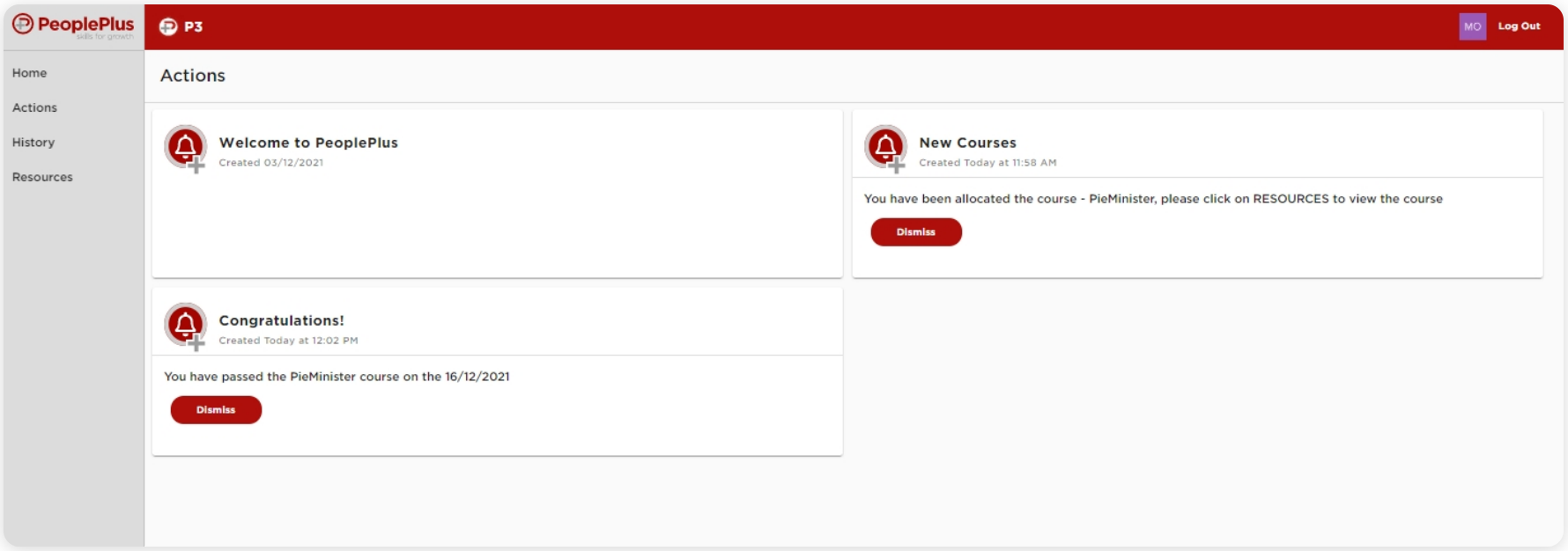
2. The social network provider or email platform will prompt a login request to authenticate your account. Accept the access permissions of the PeoplePlus Portal site.

3. You will get the access to PeoplePlus site once the social provider or email has confirmed your identity.

3. **Access** and **Bookmark** the PeoplePlus Portal

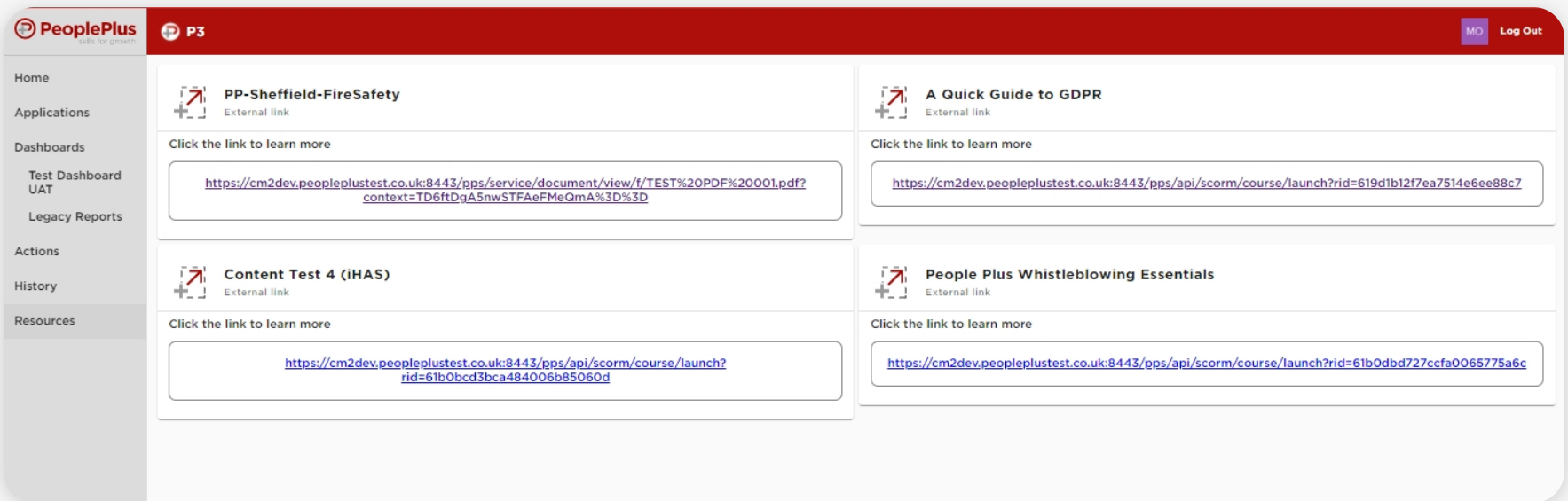
Once activated, you will be logged in to your PeoplePlus Portal Dashboard. Through either route as detailed above – you will then be presented with your home screen of your PeoplePlus Portal.

It would be a good idea at this stage to bookmark the URL for the future!



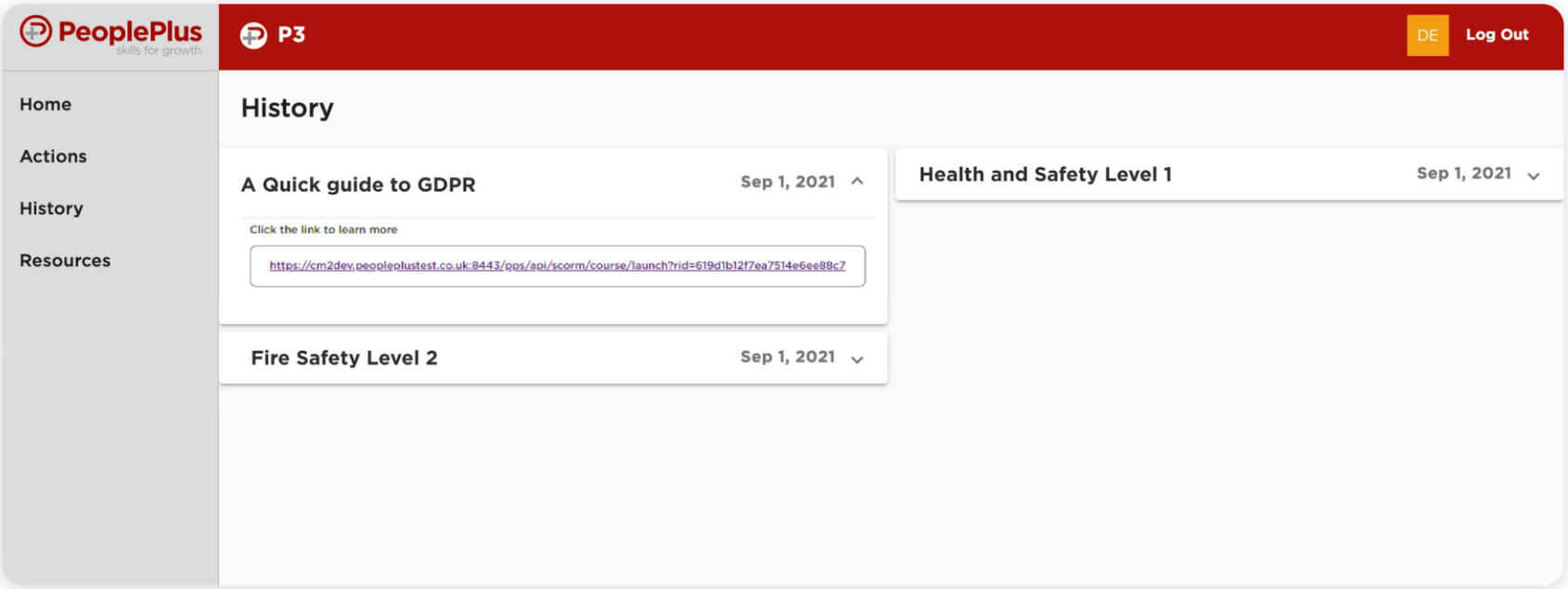
4. View your **Assigned Resources**

You can view your assigned resources in the 'Resources' menu consisting of **website links**, **videos**, **documents** or **learning materials**. Click on links to complete your training.



5. View completed actions in **History**

The PeoplePlus Portal keeps an activity log of every action entry. Once a course is completed, it will disappear from the resources menu and be logged in your **History** tab as seen here:



I hope you all enjoy your new LearningPlus experience, any problems please contact the LearningPlus team at **support@learningplus.co.uk**

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